

D.C. EVEREST SENIOR HIGH SCHOOL
6500 Alderson Street, Schofield, WI 54476

To: Dr. Kristine Gilmore
From: Thomas W. Johansen
Date: January 17, 2011
Subject: Foreign Exchange/Out-of-Country Trips

This memo is to inform you of foreign exchange trips being planned for the 2010-11 school year. All groups have met with me and received parent approval for sending their children on out-of-country trips. Foreign language program advisors (teachers) have also confirmed their interest in chaperoning these trips.

1. The French Club is planning a 10-day trip to Paris and Annecy from June 14-24, 2011. One advisor and 2 students will attend. There are no district expenses. Students and advisors will raise money through fundraisers to pay the expenses for this trip.
2. The Spanish Club is planning a 15-day trip to Madrid and Sevilla from June 23-July, 2011. Nine students from Everest, one advisor, and 1 chaperone will travel with the Portland High School advisor and seven of their students. There are no district expenses. Students and advisors will raise money through fundraisers to pay the expenses for this trip.
3. The German Club is planning a 22-day trip to Dusseldorf Germany from June 9-June 30, 2011. Fifteen students and two advisors will attend. The German exchange trip is included in the district's budget for the 2010-11 school year. The district expense for this trip will be the advisor's reimbursement for each weekday of the trip: 15 days at 8 hours/day at summer school rate. Students will raise money through fundraisers to pay their expenses for this trip.

I am asking that you bring this to the attention of the School Board for the approval of trips and payment. Thank you for your assistance in this matter.

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